

Planning

Mission Statement

The mission of the Planning Department is to provide timely and accurate planning and building services to the general public and development professionals while guiding the overall development vision of the City to protect and enhance the area's natural and man-made environment, its economic base, and its neighborhoods.

Council Priorities Addressed

- Improving Neighborhood Livability
- Economic Development

Major 2001/02 Priorities

- Adopt Downtown Specific Plan.
- Implement state-of-the-art-automated permit tracking system.
- Prepare scope of work and commence Magnolia Avenue Corridor land use and zoning study.
- Improve development review and plan check processes.
- Update University Community Plan in conjunction with the University of California, Riverside.
- Rewrite City Zoning Code and Subdivision Ordinance.
- Commence comprehensive update of General Plan.
- Continue to achieve customer service goals for processing plans, issuing permits, and completing inspections.

Programs and Program Goals

FY 2001/02

Special Projects/General Plan Program: To help citizens and decision makers formulate and implement the City's vision for a balanced, natural, cultural, and built environment through the development and maintenance of the General Plan.

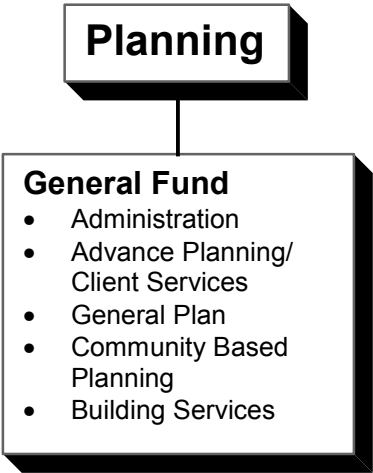
Historic Preservation Program: To document and preserve the City's prehistoric, historic, and cultural resources.

Development Review Program: To provide guidance and direction in the review of development proposals to assure conformance with the General Plan and Zoning Code.

Planning Division/Plan Check Coordination Program: To coordinate the timely processing of building plans throughout city government and assure conformance with its plans, codes, and review processes for the health, safety and general welfare of the public.

Public Information Program: To provide accurate, timely, and customer oriented assistance to the public regarding the City's planning related plans, ordinances, and procedures to help them achieve their development goals within the framework of the City's vision.

Planning



Programs and Program Goals

Administrative Program: To provide policy direction, leadership, vision, administration and fiscal management to enable the department to achieve program outcomes while complying with federal, state, local and other requirements.

Building and Safety Division Building Inspection Program: To provide timely inspections of construction activities for builders and consumers in order that they may be assured that the built environment meets established standards and that construction progress is not unnecessarily hampered.

Building Plan Review Program: To provide technical review of construction plans for architects, engineers, designers, property owners, and builders in order that they may be assured that their plans are drawn to reflect established standards and are approved for permit issuance in a timely manner.

Building and Safety Division Building Permit Issuance Program: To issue and archive building permits and provide permit related information to the general public in order that they may receive building permits and information in a timely manner and be assured that the records of their construction project will be properly archived.

Planning

Description of the Service

The Planning Department's activities are guided by state laws and such documents as the General Plan, Zoning Code, Subdivision Ordinance, Cultural Preservation Ordinance, specific plans, community plans and environmental impact documents. The Planning Department is responsible for the preparation and administration of all these documents.

The Department uses these documents along with its professional planning experience to advise the City's decision makers on such matters as General Plan amendments, annexations, rezonings, variances, conditional use permits, planned residential development permits, land divisions, design review cases, ordinance amendments, and historic preservation matters.

Boards and commissions supported by the Planning Department include the Planning Commission, Design Review Board, Cultural Heritage Board, and several ad hoc planning committees.

The Planning Department coordinates and monitors the entire City plan check process. It is also responsible for the administration of the building, electrical, housing, and plumbing codes, including the issuance of permits and field inspections of construction work for compliance with applicable codes.

The Department is also responsible for its computer systems. Using IS staff paid through the Planning Department's budget, the Department administers its computer network, Sierra building permit system, word processing system, and the Planning portion of CADME.

Recent Accomplishments

- Completed Housing Element.
- Implemented imaging system.
- Completed Magnolia Avenue/Market Corridor Study.
- Ongoing streamlining of development review processes.
- Adopted the Arlington Community Plan.
- Continued to achieve customer service goals for processing plans, issuing permits, and completing inspections.